



TUT SRC & SFC ELECTIONS 2026

Nominations Guide

How structure representatives, nominees and students take part in the 2026 nomination process.

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1. Overview

Nominations for the 2026/27 TUT student governance structures run from 27 July 2026 to 10 August 2026 at 16:00 (SAST). There are two distinct nomination processes:

- Structure nominations (ISRC, ISP and CSRC) — registered structure representatives submit a list of nominees, and each nominee confirms and signs their acceptance online.
- SFC nominations — individual students nominate Student Faculty Council candidates within their own faculty.

Everything is locked to the voters roll

Nominees and nominators must appear on the provisional voters roll. Student number, faculty and campus are validated against the roll and invalid entries are rejected automatically.

2. Key rules at a glance

Body	Who nominates	Limit	Additional rules
ISRC	Structure Representative 1 or 2	20 nominees	Nominee must be on the voters roll; one nomination per student number.
ISP	Structure Representative 1 or 2	40 nominees	Student number and campus must match the voters roll.
CSRC	Structure Representative 1 or 2	20 nominees	Campus-bound; nominee campus must match the structure's campus.
SFC	Any student on the voters roll	3 nominations	One nomination per position, own faculty only, minimum 25 nominations for a candidate to qualify.

3. Structure nominations (ISRC, ISP, CSRC)

3.1 For structure representatives

- 1** Sign in to your portal
Use the email address and password you created during structure registration.
- 2** Open the Nominations panel
Choose the body you are nominating for (ISRC, ISP or CSRC).
- 3** Download the template
A spreadsheet template is provided with the required columns: full name, gender, student number, cell number, email address and campus.
- 4** Upload your list
Upload the completed spreadsheet, or capture nominees one at a time. Rows that exceed the cap, duplicate a student number, or fail the voters roll check are rejected with a reason.
- 5** Notify your nominees
Each nominee is emailed a unique confirmation link automatically. You can also copy the link from the panel and send it to the nominee yourself.
- 6** Track progress
The panel shows each nominee as pending, signed or declined until the deadline.



3.2 For nominees

- 1** **Open your link**
Click the link in the nomination email. The link is unique to you — do not share it.
- 2** **Review the nomination**
Check the structure, body, position and your personal details.
- 3** **Accept or decline**
Declining ends the process and the representative is notified.
- 4** **Sign online**
Draw your signature with a finger or mouse in the signature box and submit.
- 5** **Receive your signed form**
A signed PDF acceptance of nomination is generated and stored securely. It is available to the elections office for verification.

Deadline

Unsigned nominations lapse at 16:00 on 10 August 2026. A nominee who has not signed by then is not a valid nominee, even if their name appears on the uploaded list.

4. SFC nominations (students)

- 1** **Go to the nominations page**
Visit tutsrc-elections.co.za/nominate.
- 2** **Verify yourself**
Enter your student number and confirm the one-time PIN emailed to you. Your faculty and campus are read from the voters roll.
- 3** **Browse candidates in your faculty**
Only verified SFC candidates from your own faculty are shown, grouped by position.
- 4** **Nominate up to three candidates**
One nomination per position, three in total. Once used, a position is locked.
- 5** **Confirm**
You receive an email confirming each nomination. Nominations cannot be withdrawn once submitted.

SFC candidates may share their personal “nominate me” link. The link opens the nomination page with the candidate pre-selected; every nominator still has to verify with an OTP.

4.1 What is rejected

- Student numbers that do not appear on the provisional voters roll.
- Nominations for a candidate outside your own faculty.
- A second nomination for the same position, or for the same candidate.
- Nominations from campuses outside the Tshwane-based campuses (Arts, Arcadia, Pretoria, Soshanguve, Ga-Rankuwa).
- Any nomination submitted before 27 July 2026 or after 10 August 2026 at 16:00.



Minimum threshold

An SFC candidate requires a minimum of 25 valid nominations to qualify to stand for election. Candidates below the threshold at the close of nominations are not placed on the ballot.

5. Verification, records and disputes

- All nominations are time-stamped and logged in the election audit trail.
- Signed nomination forms are stored in secure, private storage and are accessible only to the elections office.
- Disputes about a nomination must be lodged in writing to tutelections@iemsaco.za before the close of nominations.
- Personal information is processed in line with POPIA and the IEMSA POPIA policy published under Documents.

6. Need help?

Email tutelections@iemsaco.za or visit the elections office on your campus. Please include your student number and, where relevant, the name of your structure.



7. SRC Constitution — Section 49

Eligibility for election to the ISRC, ISP, CSRC, CSP and SFC

A person shall be eligible for election to the SRC and SFC if he/she:

- 49.1** is a duly registered student with good academic standing at Tshwane University of Technology;
- 49.2** has been a registered TUT student for at least one year preceding the elections and his/her name appears on the final voter's roll; and
- 49.3** is registered for a full academic programme and not for a non-degree/diploma programme.
- 49.4** Should have rendered a satisfactory academic performance as follows:
 - 49.4.1** must be in at least the second academic year when nominated for election, and must have passed the previous examinations with at least a 55% aggregate, having enrolled for all the modules required for his/her qualification in the year preceding the election;
 - 49.4.2** he/she must be registered for a structured qualification that includes coursework and must have passed at least seventy percent (70%) of the total courses/modules registered for in the year/semester preceding the nomination for election to the SRC; or
 - 49.4.3** He/she must be registered for a research-based qualification; he/she must present written confirmation from the Executive Dean or any person designated by the Executive Dean.
- 49.5** has not been convicted for a criminal offence by a court of law without an option of a fine;
- 49.6** has not been barred by the Disciplinary Committee of the University;
- 49.7** A person shall be eligible for election to the SRC if he/she has not already held two (2) terms of office as an SRC (ISRC or CSRC) member. Serving on the ISP, CSP, SFC and other sub-structures of the SRC shall be viewed as part of leadership development and shall not disqualify one from contesting the elections;
- 49.8** is not a member of staff at Tshwane University of Technology;
- 49.9** does not seek election to the ISRC and CSRC at the same time; and
- 49.10** a student who is elected into the SRC who no longer complies with the requirements of this Constitution automatically forfeits his/her membership with immediate effect and is replaced in accordance with the procedures contained in the Constitution.

8. SRC Constitution — Section 53

Nomination of candidates by contesting student organisations

- 53.1** The office of the EEMC shall receive all registration and/or nomination forms.
- 53.2** All candidates seeking election in the ISRC and CSRC must sign the nomination form to indicate acceptance of the nomination. No candidate shall be allowed to be nominated by more than one student organisation.
- 53.3** A nomination form is not valid unless it complies with the provisions of section 52.2. Furthermore, the nomination should contain the surname, full name(s), student number and the faculty of the prospective candidates.
- 53.4** The Chief Electoral Officer shall verify the nominations to ensure that candidates meet the criteria for eligibility as set out in section 48.
- 53.5** The EEMC shall, within two (2) days after closure of nominations, publish the list of all qualified candidates per student organisation which passed the audit.
- 53.6** The Chief Electoral Officer shall declare invalid and disqualify any registration of a student organisation which failed the audit.
- 53.7** The Chief Electoral Officer shall publish the period for official campaigning and canvassing. Any campaigning or canvassing which threatens or interrupts the academic activities of the University shall be declared invalid and punishable in accordance with the provisions of the Disciplinary Conduct of the University.
- 53.8** A student organisation shall notify the Chief Electoral Officer in writing, within a specified time frame, of its intention to cancel, withdraw or terminate its registration as a contestant in the elections.



- 53.9** Any organisation making a false statement or furnishing false particulars in any application or other document required by these regulations shall be guilty of an offence and its registration may be subjected to a review and/or terminated as a form of punishment.
- 53.10** Student structures intending to contest SRC elections shall submit all their final nomination lists to the EEMC at once, at the commencement of the election process.
- 53.11** The nomination period shall be open for at least 21 days before the actual day of the election.

Sections 49 and 53 are reproduced from the TUT SRC Constitution. Where this guide and the Constitution differ, the Constitution prevails.